



# STUDENT CTE INTERNSHIP

Are you ready to move out of the classroom and learn on-the-job skills at a local business like Jordan Valley Hospital, Riverton Vet Clinic, or Unified Fire Authority? Maybe you are curious about a career in physical therapy, cosmetology, marketing, web design, dental assisting, culinary arts, or education. Would you like to be able to list an internship on a resume or college application? Riverton High has partnerships with multiple businesses for the serious student who has completed related coursework and is ready for a real work setting. Students are also welcome to seek out their own internship. The possibilities are endless! Students are NOT paid, but the rewards are tremendous. Your internship would require your own transportation and teacher approval.

## HOW IT WORKS

- ◆ Sign up for **Workplace Skills Class** (commonly known as Internship).
- ◆ This is a semester course, taught 4th or 8th period where a letter grade is given.
- ◆ Internship Coordinator visits internship sites and monitors student performance throughout the semester.

*Weeks 1-4* Create resumes, cover letters, participate in mock interviews, etc.

*Weeks 5-15* Attend Internship 3 hrs. per week (approx. 42 hrs.) and attend class seminars.

*Weeks 16-18* Update resume and assignments. Prepare and make presentations/portfolio.

## APPLICATION PROCESS AND REQUIREMENTS

All students are encouraged to take this class, but the following requirements must be met:

- ◆ Be a Junior or Senior with a Career Goal listed on your CCR.
- ◆ Have your own transportation.
- ◆ Have time in your schedule for 3 hours/week. You must have time available to go to your internship. Please make sure your schedule allows for 3 hours a week. (For example, if you are involved in fall sports, the school musical, marching band or anything else that takes up the majority of your time after school, first semester, then you register for 2nd semester and visa versa.)
- ◆ Complete the application form and submit it with a copy of attendance records to Buffy Blunck, Internship Coordinator, in Room 1053.
- ◆ It is recommended that students arrange and find their own internship site, however the coordinator has many ideas and contacts.

**For further information, contact Buffy Blunck, Internship Coordinator, Work-Based Learning Specialist  
801-256-5886 or [buffy.blunck@jordandistrict.org](mailto:buffy.blunck@jordandistrict.org), Room 1053.**